

DCI Registry

File *Bldg 6 10*

DD/A 74-3804

30 SEP 1974

MEMORANDUM FOR: Executive Secretary, CIA

THROUGH : Administrative Officer, DCI

SUBJECT : Request for Reimbursement for Executive Dining Room Charges
Incurred in the Conduct of Official Duties

REFERENCE : DCI Memorandum, dtd 11 January 1974, Same Subject

The officer named below incurred expenses on the date indicated in an official capacity. It is requested that the charges indicated be reimbursed from U. S. Government funds.

Date: 3 July 1974Host: Harold L. Brownman, Deputy Director for Management and Services

Guests: Department of State: Ambassador L. Dean Brown
William Galloway
Michael Conlin
Donald Bouchard

Agency Participants: Harold L. Brownman, DD/MGS
John F. Blake, ADD/MGS

STATINTL

[REDACTED]
Dr. John R. Tietjen, D/Medical Services
Charles W. Kane, D/Security

Reimbursable Charges \$50.93

Check one:

I certify that the payment of the charges cited herein are allowable under the standards established by referent memorandum.
I - [Signature] DPO/CPA

I certify that prior approval was obtained from the Director for an exception to the provisions of the referent memorandum.
I - [Signature] DPO/CPA

15/

John N. McMahon
Acting Deputy Director for Administration

Distribution:

- 0 & 1 - Addse w/cy of receipts
- 1 - AO/DCI w/cy atts
- 1 - ER w/o atts
- ~~1 - DDA Subject w/atts~~
- 1 - DDA Chrono w/o atts

DD/A/ [REDACTED] 15454 (30 September 1974)

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Approved For Release 2001/07/12 : CIA-RDP79A00498A000100150054-5
 (When Filled In)

REQUEST FOR REIMBURSEMENT OR PAYMENT		NAME OF CLAIMANT OR REQUESTING OFFICER Harold L. Brownman		DATE—VOUCHER NO. 2-12 (Finance use only)						
		PAYMENT TO: (If other than above)		500444						
Funds are requested for expenses incurred on official business of a confidential, extraordinary, or emergency nature and are in payment for: (Attach receipts and other supporting documents)										
Reimbursement for authorized Executive Dining Room expenses per attached memorandum and receipt.										
Memorandum and receipt retained in AO/DCI for audit purposes.										
PAYMENT INSTRUCTIONS		I CERTIFY FUNDS ARE AVAILABLE		DESIGNATION OF AGENT TO PICK UP FUNDS						
		OBLIGATION REFERENCE NO. 2001	CHARGE FAN ACCOUNT NO. 5110-1010	I authorize my agent, whose signature appears below, to receive \$ _____ of official funds on my behalf and acknowledge receipt of such funds and my responsibility therefor, when paid to my agent.						
CERTIFICATION (Check when applicable)		LIQUIDATION CODE		DATE	SIGNATURE OF AGENT					
<input type="checkbox"/> REIMBURSEMENT		DATE	AUTHORIZED SIGNATURE	DATE	SIGNATURE OF CLAIMANT OR OFFICER					
<input type="checkbox"/> PERSONAL SERVICES		DATE		ACKNOWLEDGEMENT OF RECEIPT						
		DATE	CERT	AMOUNT	CHECK NO.					
DATE	SIGNATURE <i>Harold L. Brownman/pk</i>	DATE		DATE	SIGNATURE					
SPACE BELOW FOR EXECUTIVE USE OR OFFICE OF FINANCE										
DESCRIPTION—ALL OTHER ACCOUNTS 13-33		34-39 STATION CODE	40-41 EX- ED- NE- D	42-47 OBLIG. REF. NO.	48-49 DBL SUB NO. PER	50 C O O R E Y C A R	51-54 GENERAL LEDGER ACCT. NO.	55-66 COST—FAN ACCOUNT SYMBOL	67-70 OBJECT CLASS	71-80 AMOUNT
DESCRIPTION— ADVANCE ACCOUNTS 13-27		SHIP. DOC. NO.	REC. RPT. NO.	ADVANCE ACCT. NO.	EMP. NO.			F U N D S	61-66 EX. NO. X REF. NO.	68-70 DUE DATE
DATE	PREPARED BY	DATE	REVIEWED BY	TOTALS					DEBIT	CREDIT

ACCOUNT NUMBER	STATEMENT NUMBER
1234	56
498A000100150054	
DATE	

AMOUNT ENCLOSED _____
PLEASE DETACH THIS PORTION AND RETURN WITH YOUR REMITTANCE TO INSURE CREDIT TO PROPER ACCOUNT

	DESCRIPTION	PREVIOUS BALANCE ➤
		CHARGES
		CREDITS
7/25	FOOD & BEVERAGE	.50-
7/25	FOOD & BEVERAGE	2.35
7/27	FOOD & BEVERAGE	.20
7/27	FOOD & BEVERAGE	.30
7/27	FOOD & BEVERAGE	.30
7/27	FOOD & BEVERAGE	2.75
7/28	FOOD & BEVERAGE	.20
7/28	FOOD & BEVERAGE	1.25
7/31	FOOD & BEVERAGE	.40
7/31	FOOD & BEVERAGE	1.42
7/02	FOOD & BEVERAGE	.20
7/02	FOOD & BEVERAGE	.30
7/02	FOOD & BEVERAGE	1.25
7/03	FOOD & BEVERAGE	.50-
7/03	FOOD & BEVERAGE	1.00-
7/03	FOOD & BEVERAGE	1.00-

ABOVE PORTION OF YOUR ACCOUNT IS NOW PAST DUE.

NEW BALANCE ➤

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30 DAYS 60 DAYS 90 AND OVER

NEW BALANCE >

**NON-
60 DAYS
90 AND OVER**

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46.30

10% SURCHARGE 4.63

30.93